

FILING A COMPLAINT WITH THE SCHOOL ETHICS COMMISSION

An official complaint form (attached) is required to be filed by person(s) alleging violations of N.J.S.A. 18A:12-21 et seq., the School Ethics Act.

Please read the statute carefully and file an ***original*** and ***two*** copies with:

Paul Garbarini, Chairperson
School Ethics Commission
New Jersey State Department of Education
PO BOX 500
Trenton, NJ 08625-0500

Please note that the complaint must be ***notarized***.

Upon receipt, the person(s) against who the complaint is made shall be notified by the Commission and shall have 20 days to reply to the complaint. After receipt of the response, and any further fact-finding, which may be required, the Commission will determine whether the matter should be dismissed or whether if probable cause exists to pursue the matter further. If probable cause is determined, the complaint and the response may be transmitted to the Office of Administrative Law (OAL) for an administrative hearing, if there are material facts in dispute.

If a violation of the School Ethics Act has been demonstrated, the Commission shall recommend a penalty to the Commissioner of Education which may include reprimand, censure, suspension or removal.

NAME OF COMPLAINANT(S)	:	BEFORE THE SCHOOL
	:	
V.	:	ETHICS COMMISSION
	:	
	:	OF NEW JERSEY
NAME OF RESPONDENT(S)	:	COMPLAINT FORM
	:	
_____	:	

I, _____, residing at
(Name of Complainant)

(Address & Phone Number of Complainant)

request the School Ethics Commission to consider a complaint against the above named
respondent whose **resident address** is _____
in accordance with the authority of the School Ethics Commission to entertain such
complaints under N.J.S.A. 18A:12-21 et seq.

The facts upon which this complaint is based are as follows: (Set down below in individually numbered paragraphs the specific facts which cause you to believe that a violation of the School Ethics Act has occurred. Cite, if known to you, the section(s) of the Act which you believe have been violated.)

1. _____

2. _____

3. _____

4. _____

WHEREFORE, I as complainant, request the School Ethics Commission find and determine that the above named Respondent has violated the School Ethics Act and that he/she be subject so such penalty as the Commission and the Commissioner of Education deem appropriate.

(Date)

(Signature of Complainant or his/her
Attorney)

CERTIFICATION UNDER OATH

_____, of full age, being duly sworn upon his/her

oath according to law deposes and says:

1. I am the complainant in this matter.
2. I have read the complaint and aver that the facts contained therein are true to the best of my knowledge and belief and I am aware that the statute which created the School Ethics Commission authorized the Commission to impose penalties for filing a frivolous complaint. N.J.S.A. 18A:12-29e.
3. This matter is not pending in any other court of law or administrative agency of this State. I will advise the School Ethics Commission if I subsequently become aware that it is pending elsewhere.

Date

Signature of Complainant

Sworn and subscribed to before me this

_____ day of _____, _____

Signature